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THE CLIMATE CHANGE ADVISORY COMMITTEE WILL HOLD THIS MEETING  
USING A VIRTUAL, ZOOM WEBINAR, PER GOVERNOR INSLEE'S  
"STAY HOME, STAY HEALTHY" ORDERS

MEMBERS OF THE PUBLIC WILL BE ABLE TO CALL IN TO THE ZOOM MEETING


PLEASE CLICK THE LINK BELOW TO JOIN THE WEBINAR:

[HTTPS://BAINBRIDGEWA.ZOOM.US/J/91390380790](https://bainbridgewa.zoom.us/j/91390380790)

OR TELEPHONE: 1 253 215 8782

WEBINAR ID: 913 9038 0790

#### AGENDA

- 5:30 Call meeting to Order/Roll Call/Accept of Modify Agenda/Conflict of Interest Disclosure
- 5:35 Approve March 16, 2022 minutes
- 5:40 Public Comment
- 5:45 Climate Officer Updates (Autumn Salamack)
- [Climate Smart Challenge](#) – April 21<sup>st</sup> community webinar
  - Upcoming public events for Climate Smart Bainbridge program – soliciting volunteers to help staff tables (April 24<sup>th</sup> Earth Day event and monthly Farmer's Market table)
  -  [Climate Smart Challenge - Community Volunteer Opportunities .xlsx](#)
  - Solar and battery energy storage project
  - STEP/GHG Emissions RFQ – responses due April 28<sup>th</sup> (see attached)
  - ETIPP application [April 12<sup>th</sup> Council agenda packet](#).
  - PSE Green Power program participation
  - EVs and alternative fuels – next steps for the COBI fleet
  - EV-ready code
  - Business Ambassador program – [Plastic Free Restaurant rebates thru May 31<sup>st</sup>](#)
  - Solid waste and biodigester – next steps
  - CCAC Applications due by April 29th
- 6:15 UW Intern Report out on Senior Center (Jackie Shaff -see attached)
- 6:30 Climate Action Plan Updates
- Groundwater Management Plan (Deb)
  - Other
- 7:00 Adjourn

#### Materials

1. March minutes
2. RFQ for STP/GHG Emissions
3. CCAC Focus Group Results

Climate Change Advisory Committee  
Meeting Minutes  
Wednesday March 16, 2022

Present: Committee members Michael Cox (vice chair), Steve Richard, Deborah Rudnick (secretary), David McCaughey (Chair), John Kydd, Jens Boemer, Julie Matthews, Lara Hansen

Council Liaison: Kirsten Hytopoulos, Leslie Schneider

City staff: Autumn Salamack, Mark Epstein

Attendees: Andy Swayne, Brandon Capps, Sean Esterly (NREL), Peter Harris

No conflicts of interest stated.

Approval of February minutes: moved by John Kydd, seconded by Julie, edits by Jens: could you consider moving the note from public comment to conflict of interest, finish biodigester sentence; all approve minutes.

Public Comment: none

Discussion:

Requests/Information/Updates from COBI Climate Mitigation/Adaptation Officer (Autumn Salamack)

1. Request: COBI application for renewable energy technical assistance program (Sean Esterly from NREL will be available for questions) Link to program:

<https://www.nrel.gov/state-local-tribal/etipp-technical-assistance.html> (application attached in meeting package)

Autumn is planning to submit application, asking for possible

1) subgroup to assist her: Julie, Jens and Steve volunteered.

Take to CC and ask for CM endorsement on April 12 meeting, and also

2) an endorsement from committee: Deb moved to adopt with one tense change (provide to provided) noted by John, seconded by John, approved by all.

Sean Esterly from NREL PNW regional lead, introduced himself – will manage technical assistance effort once communities are selected. Access to regional NREL.

Recommends letter from City as well as CCAC – at least 2 letters of commitment. Elected officials writing in support would be useful. Bainbridge qualifies as an island community. Asks for us to show our case for any of the energy dependency/reliability issues, which we have a good case for given our single transmission line. Sean was not involved in round 1, but 12 communities were awarded, similar number this year. Would be modeling a mix of renewable energy sources that would help us meet our renewable energy goals. Autumn does not believe this will be a conflict with PSE's trajectory- we will be focused on what Bainbridge can generate locally. SparkNW as a resource- works with many NW communities.

## 2. Request: Climate Smart Bainbridge: Branding and Challenge Update

Climate Smart Challenge and term limited position to help with community engagement

New logo for Climate Smart Bainbridge branding for climate action programs (see attached logo)

CCAC endorsement for the "Why Join" letter for the climate challenge website (see attached "Why Join...") – our CCAC listed along with the CC.

Post for part-time position to support community climate change is out.

Thursday April 21 as community climate kick-off on zoom.

John asked about the possibility of a pledge- the challenge cannot be necessarily

Lara mentioned and CC members echoed this sign-on letter could be a little broader, more engaging- Autumn will look at this. Motion by David, to sign on to the letter pending Autumn's edits to the comments provided, seconded by John.

## 3. Request: Potential for CCAC education and outreach sub-committee to assist with workshops, climate challenge,

Earth Month table, etc. – Deb, John, Julie volunteered to assist with review of materials.

Multiple tabling events possible to assist Autumn and part-time staff person when they are on-board.

Lara proposed a google sheet for tabling opportunities Autumn could develop for CCAC members.

## 4. Info: General updates

RFQ for "Measuring GHG emissions reductions associated with sustainable transportation options" (final draft RFQ attached)

Lara asked about timing on RFQ- probably starting this summer and extending about a year.

State is moving forward on VMT- Derik would be a good person to engage with on the methodology used by the consultant- assumptions could run astray if we are not careful about the parameters- Autumn assured us that Derik has been involved.

ARPA-funded Solar/battery energy storage at community disaster hubs is getting contracted specifications evaluations developed at 6 sites (community center, hyla, BHS, BI Rec Center, Bloedel, Battle Point Park)

Lara mentioned more climate resilience funding moving through the omnibus bill, with guidance for local communities- she will share with Autumn

New website resources:

- o Replace your wood stove page: <https://www.bainbridgewa.gov/1355/Replace-your-wood-stove>

- o Climate Smart video tips for reducing emissions with wood smoke (view at the ~3:08 mark): <https://www.youtube.com/watch?v=yjXWQO8dd5w>.

- o Reduce junk mail page: <https://www.bainbridgewa.gov/1337/Reduce-waste>

[IPCC Sixth Assessment Report](#) (February 28th)

- o Link to summary report for policymakers: <https://www.ipcc.ch/report/ar6/wg1/>

- o Summary of key takeaways from the latest IPCC report (see attached - from King County staff)

6:45 Discussion and approval of CCAC recommendations on Sustainable Transportation Plan (Steve Richards –

see attached in meeting packet.

Makes statement in support of Scenario 2 and an emphasis on these additional elements being considered, including VMT, electrification, and larger planning and zoning issues.

Leslie – focus on getting people out of SOVs so electrification was not a priority in the approach; could add these comments as part of the record to the plan. If the recommendation for a transportation commission moves forward, this could get moved forward to commission.

Kirsten added that she does feel these recommendations need to get analyzed and considered in a considered way moving forward.

Lara- another plug for the importance for ensuring that the mitigation actions we take embed adaptation into those actions.

Mark added that these issues can get integrated into the next iteration of the plan – when sustainable transportation gets incorporated with the island-wide transportation plan, as part of the comprehensive plan. Something like the program element tying in land use with transportation will likely take input from council- but by having the committee flag it, that will give the issue in more prominence in Winslow and comprehensive planning moving forward.

Moved by Steve that committee approve of the letter with additions provide by Lara related to adaptation, seconded by Lara. All approved.

7:00 Discussion and approval of Sustainable Transportation Metrics and Sustainable Construction Tools (Mike Cox

– see links)

[https://docs.google.com/document/d/1RtD-](https://docs.google.com/document/d/1RtD-RJsQD842ugKnrQdQq9eHqLpCiRv2nsKmdvb2W8c/edit?usp=sharing)

[RJsQD842ugKnrQdQq9eHqLpCiRv2nsKmdvb2W8c/edit?usp=sharing](https://docs.google.com/document/d/1RtD-RJsQD842ugKnrQdQq9eHqLpCiRv2nsKmdvb2W8c/edit?usp=sharing)

[https://docs.google.com/spreadsheets/d/14CJZosPhg3uBXerTg7c6kKG9AM\\_VDawNh9mSg0GvYfc/edit?usp=sharing](https://docs.google.com/spreadsheets/d/14CJZosPhg3uBXerTg7c6kKG9AM_VDawNh9mSg0GvYfc/edit?usp=sharing)

Mike suggests and Autumn concurs- this should go to Autumn and to public works staff as resources

Mike moves to approve these documents as resources to be shared with Autumn and public works, David seconds, all approve

7:10 PSE – Questions from CCAC on CEIP (David McCaughey – see attached)

Committee wants to wait until we receive answers from PSE

7:20 Climate Action Plan Updates

- Waste Management and Biodigester (Autumn/Subgroup)- at Feb 22 meeting council directed CM to 1) consider suitability of Vincent Rd site, limited to Bainbridge only feedstock, and the second was to look at the city's solid waste structure – Deb just has a question about the limitation to Bainbridge feedstock, she'll follow up with Joe and Blair.

- UW intern (Autumn)- Jackie, UW Capstone student, 5 people attended senior center conversation, small but engaged group and will share that with committee in April or May- let's have her join us in April

- Groundwater Management Plan (Deb) – can ask Maureen what kind of support might be needed on outreach – Autumn mentioned aligning messaging with climate challenge, so internal conversations are occurring around aligning these messages  
Recording of the groundwater management plan open house from March 2: [GWMP meeting recording](#).

- Other: Bainbridge Environmental conference all about sustainable textiles: March 27:  
<https://www.eventbrite.com/e/we-all-get-dressed-garb-gear-growing-a-sustainable-clothing-economy-registration-259660069257>  
-Climate Change Café: April 2 call senior center (206)842-1616 to register.

7:28 Adjourn

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Chair / Co-Chair

04/20/22

## **RFQ: MEASURING GHG EMISSIONS REDUCTIONS ASSOCIATED WITH SUSTAINABLE TRANSPORTATION OPTIONS IN THE CITY OF BAINBRIDGE ISLAND**

Publication date: April 6, 2022

The City of Bainbridge Island (COBI) seeks qualified professionals to improve the accuracy and reporting of greenhouse gas (GHG) emissions associated with our transportation sector.

### **Background**

In November 2020, Bainbridge Island City Council approved the first-ever Bainbridge Island [Climate Action Plan](#) (CAP) which sets a goal to reduce GHG emissions by 90% by 2045 compared to 2014 levels, with interim milestones of 25% reduction by 2025 and 60% by 2035. Transportation was responsible for approximately 34% of 2018 community GHG emissions, including on-road vehicles, air travel, ferry travel and off-road vehicles and equipment. Data regarding estimated vehicle miles traveled (VMT) for the 2018 GHG emissions inventory was obtained from the Puget Sound Regional Council's MOVES analysis of travel model data and account for all mileage within the Kitsap County boundary, regardless of trip origin or destination. Additional information on past VMT data and calculations for COBI is available in the [2018 GHG Emissions Inventory Final Findings Report](#).

COBI recently completed a [Sustainable Transportation Plan](#) to establish the long-range vision for how we travel on the island by providing a transportation system (streets, transit, trails, etc.) that improves mobility and safety for all users while respecting the character of neighborhoods and maintaining a climate resilient environment. The Sustainable Transportation Plan identified three different scenarios for how, when and where a set of potential infrastructure projects would be completed. In March 2022, the City Council adopted the Sustainable Transportation Plan and identified Scenario 2 – “Connecting Centers” – as the preferred implementation plan.

COBI would like to measure the GHG emissions reduction potential associated with the suite of projects identified in Scenario 2 in the Sustainable Transportation Plan to reduce vehicle miles traveled by on-road vehicles; identify and measure additional activities on Bainbridge Island that could help reduce GHG emissions associated with on-road vehicles and vehicle miles traveled; and improve the process and data source(s) for VMT data utilized in the community GHG emissions inventory.

### **Scope of Work**

- Develop baseline data for current VMT and the associated GHG emissions, origin-destination-route data, and trip speed-travel time-length data on Bainbridge Island using Streetlight or other, similar, data sources.
- Recommend additional performance metrics, other than VMT, for measuring transportation related GHG emission reductions.
- Provide projections on the anticipated reductions in VMT and associated GHG emission reductions for the preferred scenario (Scenario 2) in the Sustainable Transportation Plan.
- Identify and analyze additional actions related to transportation that could reduce VMT and associated GHG emissions. Additional actions should include, but not be limited to, land

use/zoning decisions, bike/ped infrastructure, public transit expansion, infrastructure for electric vehicles, and punitive measures (such as fees for parking).

- Create a methodology and tool(s) that COBI staff can use to help inform future decisions related to what actions will achieve the greatest reduction in VMT and associated GHG emissions reductions over time in transportation related activities.
- Create a methodology for continuing to integrate more site-specific VMT data that can be used to update Bainbridge Island's community GHG emissions inventory.
- Recommend cost-effective options for measuring changes in VMT on Bainbridge Island for future GHG emissions inventories.
- Develop a slideshow presentation summarizing results and recommended next steps.

### **Additional Context**

- The City is contemplating additional upcoming work related to traffic and transportation policy and analysis and seeks to ensure that this specific scope of work informs those efforts. The upcoming work includes the following:
  - an update to the City's Traffic Impact Fee Rate Study (last conducted in 2015);
  - traffic modeling and policy recommendations related to the upcoming Winslow Sub-Area Land-Use Plan; and
  - a review and potential overhaul of the City's concurrency program, and possible transition to a multi-modal level-of-service.
- The City reserves the right through this RFQ to select a consultant based on their ability to deliver the specific scope of work, and the potential for expanding the scope to efficiently include the above-mentioned work products.

### **Timeline:**

- Project to be completed within 12 months of contract execution. Please note that the next community GHG emissions inventory is planned in mid-2023.

### **Submittals**

Individuals or firms wishing to respond to this RFQ must submit a written statement of qualifications (SOQ) that clearly and accurately demonstrates an understanding of the scope of work to be done and the applicant's specialized knowledge and experience showcasing an ability to perform the services outlined in the scope of work. Each SOQ must include the following components:

- Resumes of the professionals who will perform the work.
- Examples of previous project experience measuring actual VMT and travel by mode in a community.
- Examples of previous project experience measuring estimated GHG emissions reduction potential associated with transportation-related actions at a local government level.
- Two references.
- Fee schedule/hourly rate (including any administrative fees or surcharges).

Submit your SOQ by **4:00 PM PST on Thursday, April 28, 2022**. Submittals are limited to 20 pages, not counting the cover pages. Responses should be sent via email under the subject "COBI Sustainable Transportation GHG Emissions Project" to [asalamack@bainbridgewa.gov](mailto:asalamack@bainbridgewa.gov). Submittals must be received by the deadline. Submittals received after the deadline will not be considered.

Email is the preferred method, but responses may also be mailed or dropped off at City Hall (Monday – Friday, from 8:00 AM to 4:00 PM). Print copies should be double-sided, with no cover or binding.

City Hall  
280 Madison Ave N  
Bainbridge Island, WA 98110  
Attention: Autumn Salamack, COBI Sustainable Transportation GHG Emissions

### **Evaluation/Selection Process**

- April 28              Deadline to submit
- May 2-13            Potential interviews
- May 19              Date of selection of the most qualified applicant

### **Evaluation Criteria**

A qualifications-based selection process will be used to select finalists from the pool of applicants and to select the most qualified applicant or applicants.

Individuals or entities with strong experience in the areas listed below are encouraged to apply.

The following will be used to evaluate and rank responses to this RFQ:

- Experience measuring mode split and VMT reductions at a city level.
- Experience identifying and measuring estimated GHG emissions reduction potential associated with transportation-related actions (including VMT reduction, land use/zoning, incentives/punitive measures, fuel switching, etc.).
- Ability to perform the requested work within the desired timeframe.
- Attention to detail.
- Compliance with RFQ requirements.
- Professional references.
- Fee schedule/hourly rate (including any administrative fees or surcharges).

### **Terms and Conditions**

Questions regarding this RFQ or the submittal process should be directed to Climate Mitigation and Adaptation Officer Autumn Salamack at [asalamack@bainbridgewa.gov](mailto:asalamack@bainbridgewa.gov) or 206-780-8590.

Selected applicants will be required to execute a City of Bainbridge Island Professional Services Agreement and obtain a City of Bainbridge Island Business License.

The City reserves the right to reject any and all submittals and to waive irregularities and informalities in this RFQ process. This RFQ does not obligate the City to pay any cost incurred by applicants in responding to this RFQ. All such costs shall be borne solely by each applicant. Furthermore, this RFQ does not obligate the City to enter into a contract with any applicant responding to this RFQ.



In the event that the City and the most qualified applicant cannot negotiate a mutually agreeable contract for the services specified in this RFQ at a price which the City, at its sole discretion, determines is fair and reasonable, the City reserves the right to terminate negotiations with that applicant and begin negotiations with the next most qualified applicant or begin a new process to select a consultant to perform the services specified in this RFQ.

#### **Americans with Disabilities Act (ADA) Information**

The City of Bainbridge Island in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all its programs and activities. This material can be made available in an alternate format by emailing [cityclerk@bainbridgewa.gov](mailto:cityclerk@bainbridgewa.gov) or by calling collect 206.842.2545.

#### **Title VI Notice**

The City of Bainbridge Island in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, subtitle A, Office of the Secretary, Part 21, nondiscrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin or sex in consideration for an award.

# Bainbridge Island Climate Action Plan

## February 2022 Focus Group Results

Jackie Shaff

Graduate Certificate in Climate Science Capstone  
April 20, 2022

# Background and Objectives

- UW Program on Climate Change
  - Graduate Certificate in Climate Science
  - Capstone project on Climate Science Communication
- Next step for CAP: Identifying implementation strategies
  - Host focus group with local Bainbridge Island senior community
- Goals:
  - Better understand the concerns, values, and norms seniors have that influence their willingness to adopt specific CAP individual actions and identify areas where there may be reluctance
  - Use results to create additional focus groups

# Recruiting and Selecting Participants

- Call for volunteers sent out to members of the Bainbridge Island Senior Center
- Survey to narrow down participants
  - Aimed for 8-12 participants

## Bainbridge Island Climate Action Plan

FOCUS GROUP WITH  
SENIOR COMMUNITY

### Background

Bainbridge Island City Council approved the island's first climate action plan (CAP) developed by the Climate Change Advisory Committee (CCAC) in November 2020. The next step is to identify which actions are of most interest to residents.

### Focus Group

A graduate student from the University of Washington's Program on Climate Change will be working with the CCAC and the Climate Mitigation/Adaptation Officer, Autumn Salamack, to host a focus group with Bainbridge Island's senior community.

As important members of our community, we want to better understand the responsibility you feel you have for addressing the CAP emission reduction goals.

Results from this focus group will help guide efficient implementation of the CAP.

**We want to hear from you!**

We are looking for 8-12 individuals from the Bainbridge Island senior community to participate in a two-part focus group.

#### Part 1 (Tentative date: End of February 2022):

- Brief presentation on climate change and its impact to Bainbridge Island.
- Introduce a new online Climate Challenge platform.
- Discuss preferred actions focus group participants are willing to take, and areas where there may be reluctance or resistance to taking actions.

#### Part 2 (Tentative date: April 2022):

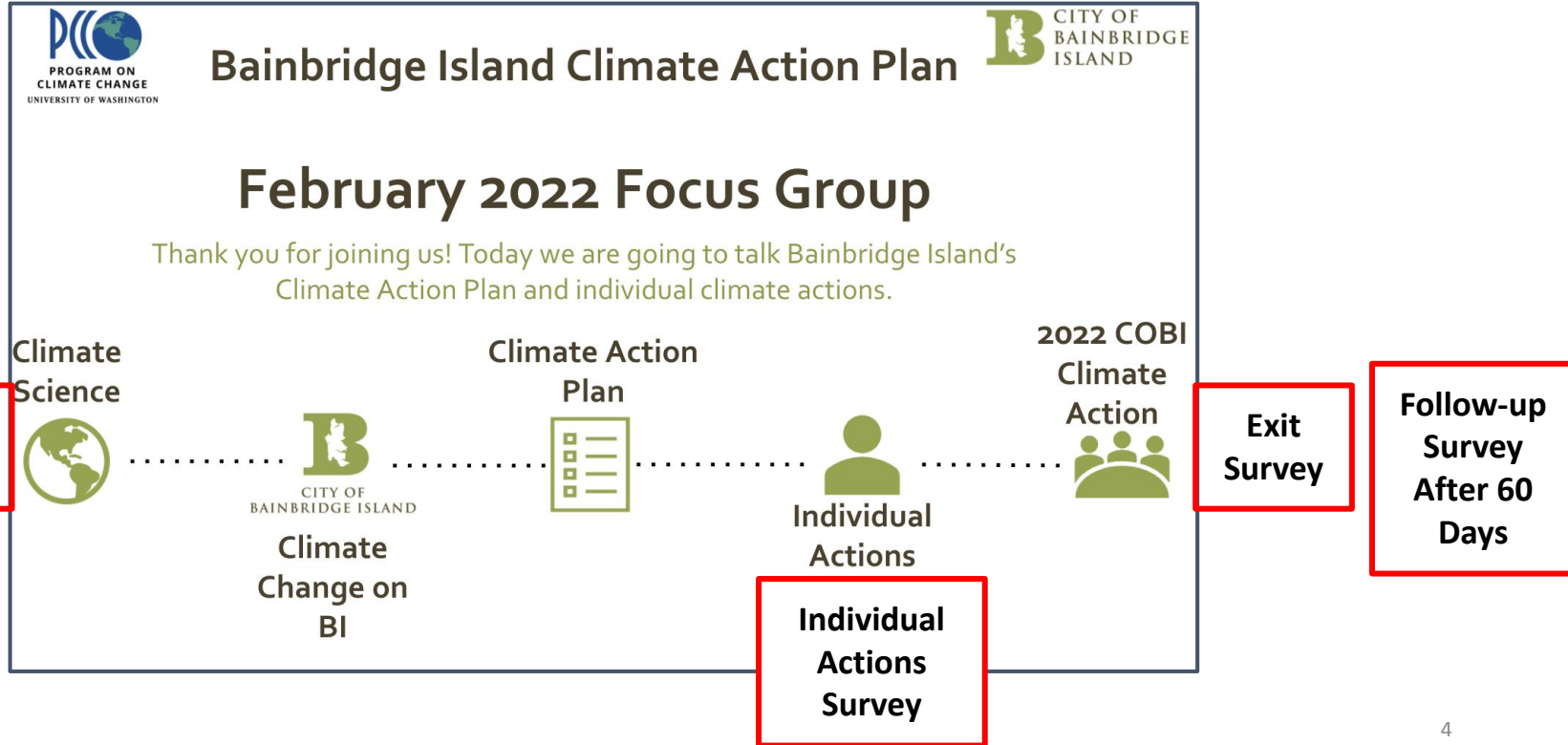
- After 60 days, focus group participants will be contacted for a short follow-up survey.

CONTACT JACKIE SHAFF WITH QUESTIONS AT [JFSHAFF@UW.EDU](mailto:jfshaaff@uw.edu)

CLICK [HERE](#) FOR MORE INFORMATION ON  
THE BAINBRIDGE ISLAND CLIMATE ACTION PLAN



# Focus Group Outline



## Main Focus Group Discussion



# Energy



# Transportation



# Buildings



## Natural Environment



## Waste

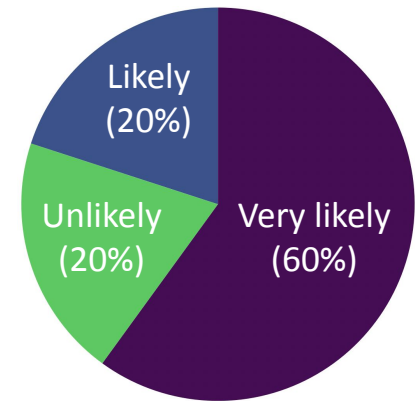


## Community Engagement

## Main Focus Group Discussion - Energy

- **Solar** - living situations do not support individual installation for reasons such as tall trees causing shading, roof design, costs, or not owning their home and having to go through landlords or condo boards
  - Many people have generators and solar power batteries are expensive right now
  - Community solar projects
- Most have done everything on the list they could and the ones they have not yet require **policy change beyond COBI**

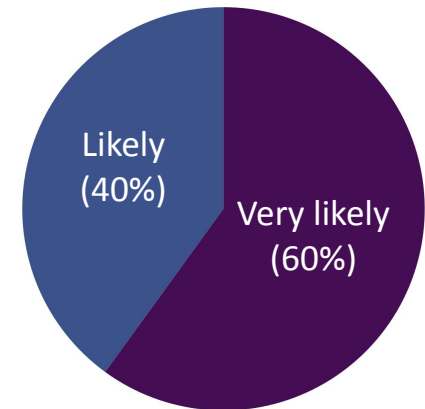
How likely are you to participate in actions to reduce individual **energy** use and increase **renewable energy** generation?



## Main Focus Group Discussion - Transportation

- Support for **high density central locations** around transportation hubs (important for aging in place)
- **Shop locally**
- Use a **smart car** w/great fuel efficiency (also hybrids and EVs)
  - Highlight how great EVs are for short term trips on the island
  - Complaints about licensing fees for EVs
  - EV battery expiration
- Don't **fly** much (or at all)
- **Choose where you live** to avoid using a car

How likely are you to participate in actions to reduce individual **transportation-related emissions**?

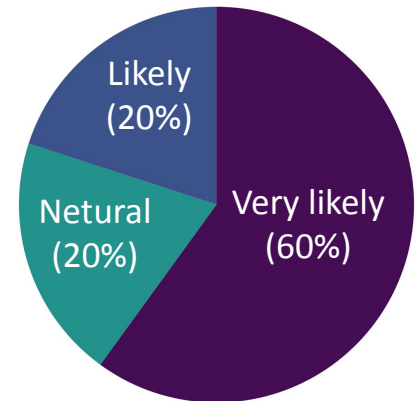




## Main Focus Group Discussion - Buildings

- Waiting for **inflection point on solar** – watching what state/fed government does
- **Old buildings** can be difficult to retrofit
- **Renovating senior center** and trying to make it as “green” as possible – have nationally renowned architects/design firms on the island

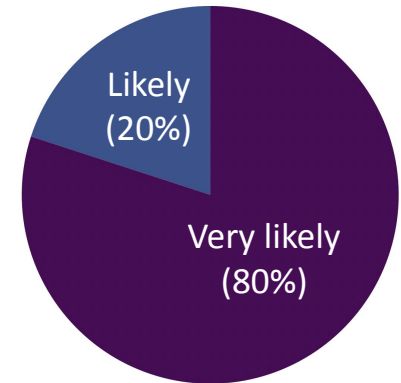
How likely are you to participate in actions to **reduce energy use and greenhouse gas emissions** associated with **buildings**?



## Main Focus Group Discussion - Waste

- Encourage grocery stores to use less **single-use plastics**
- Want way **more recycling options** with Bainbridge Disposal
- Promote **Ridwell** recycling services

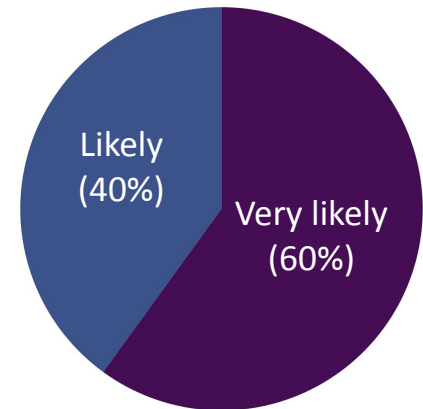
How likely are you to participate in actions to **reduce waste** and **divert materials from the landfill**?



## Main Focus Group Discussion - Natural Environment

- App/program for weather station data that **guide irrigation**
- Automatic **shut-off valves** to test water pressure, leaks and flow rates
- **Filters for rain barrels** for water collected off roof to prevent runoff from composite roofs
- Difficult to manage water use of lawn living in **condos**
- Promote **community garden** opportunities

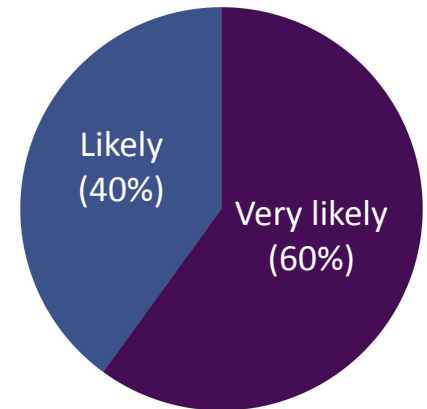
How likely are you to participate in actions to **reduce your water use** and take steps to **protect our natural resources**?



## Main Focus Group Discussion - Community Engagement

- Increase community engagement at **farmer's market**
- Fire Department organizing island wide conversation on **Fire Wise program**

How likely are you to participate in actions to **engage the community** in climate action and **prepare for climate impacts**?



## Exit Survey Results

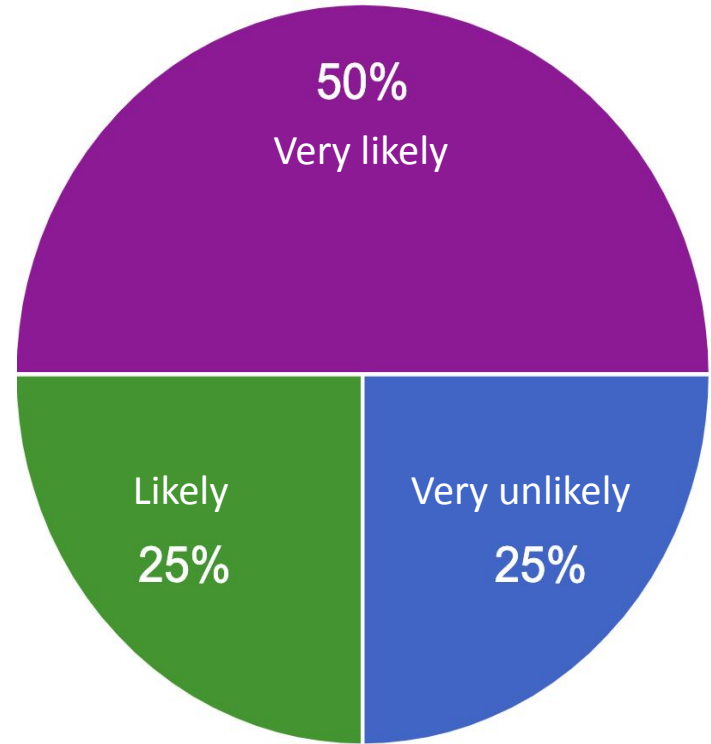
- **What information, if any, did you find most useful?**
  - What COBI is currently or planning to do to address climate change
  - Meet residents interested in larger-scale climate initiatives
- **Are there areas of the Climate Action Plan that you would like more information on?**
  - Emission reductions of each of the individual actions
  - Information on COBI/CCAC education and outreach plans and opportunities

## Follow-up Survey Results

- Are there any individual climate actions you have taken since the focus group in February 2022?
  - If yes, what actions will or have you taken?
    - Attended several online presentations
    - Helped organize and facilitate a climate cafe at the Senior Center
    - looking into switching from propane cooktop to induction
    - Gardening
    - Minimal use of car
  - If no, is there other information or assistance that could be provided for you to take any of the actions?
    - Would like to recycle more than 1 & 2 plastics but that's all BI garbage allows

## Follow-up Survey Results

- How likely are you to take additional actions or continue with those you have started that take ongoing work?



## Next steps

- Share report of results and all presentation material with CCAC/COBI
  - Reflection on what aspects were most and least successful
  - Suggestions for future work
- Share future opportunities for work with CCAC/COBI to UW Program on Climate Change graduate students (if of interest!)